



DEPARTMENT OF THE NAVY  
OFFICE OF THE CHIEF OF NAVAL OPERATIONS  
2000 NAVY PENTAGON  
WASHINGTON, DC 20350-2000

2700  
Ser N2N6BC/2U151382  
17 Jul 12

From: Chief of Naval Operations

Subj: MULTI-FUNCTION DEVICE (MFD) POLICY

Ref: (a) Executive Order 13589 of 9 Nov 11  
(b) DoD CIO memo of 17 Feb 12

1. The Navy continues to identify opportunities to promote information technology (IT) efficiencies and is implementing policy to achieve IT efficiencies in alignment with reference (a), Executive Orders, the Office of Management and Budget (OMB), Department of Defense (DoD) guidance, and Department of the Navy (DoN) guidance. These efficiencies will further reduce IT spend while maintaining operational effectiveness.

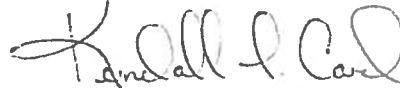
2. Navy currently has no Enterprise-wide program which centralizes printing services, or has a policy to address the use of best printing practices. This memorandum establishes a Navy policy to promote the use of Multi-Function Devices (MFD). A typical MFD may include a combination of some or all of the following devices: Printer, scanner, photocopier, fax, and e-mail. The use of MFDs reduces space requirements, lowers energy usage, and saves technical refresh costs in accordance with reference (b).

3. By direction of the DoN Deputy Chief Information Officer (Navy) (DDCIO(N)), effective 1 October 2012, Echelon II Command Information Officers (CIOs), excluding afloat capabilities, will limit the procurement of single function devices by reviewing current printing requirements and developing a MFD implementation plan. Further, Echelon II CIOs will incorporate MFDs, purchase MFD services, and rationalize MFDs to reach an optimal mix of capability to meet their requirements. This policy applies to unclassified local and networked devices for new and technical refresh requirements. Fax capability will be included in MFDs as appropriate certification for telecommunications capability becomes available. Echelon II CIOs are also directed to assess and procure MFDs on classified networks to the maximum extent practicable, while ensuring they comply with all security rules and regulations.

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4. No later than 90 days after release of this policy letter Echelon II CIOs shall develop and submit to DDCIO(N) a MFD implementation plan for Fiscal Year 2013.

5. My point of contact regarding this matter is Ms. Andi St. John. She may be reached at commercial: (571) 256-8512, or email: andrea.stjohn@navy.mil.

A handwritten signature in dark ink, appearing to read "Kendall L. Card". The signature is fluid and cursive, with the first name "Kendall" being more prominent than the last name "Card".

KENDALL L. CARD  
Vice Admiral, U.S. Navy  
Deputy Chief of Naval Operations  
for Information Dominance (N2/N6)

Distribution:  
Navy Echelon II Command Information Officers